

# Kentucky EDI News

A Publication of the Kentucky Department of Workers' Claims

<http://www.labor.ky.gov/workersclaims>

**June 2010**

## In This Issue

- Release 3.0
- General Information
- Permanent Partial Disability

## IAIABC Claims Release 3.0

The Kentucky Department of Workers' Claims is proceeding with the process of adopting the IAIABC Claims Release 3.0 standard for **FROIS and SROIS**. Our target date for implementation is November 1, 2010. (This date is subject to change based on publication of Kentucky DWC EDI tables and documentation.) This will be mandatory for all claims administrators. The IAIABC Implementation Guide for Release 3.0 may be found at <http://www.iaiaabc.org/i4a/pages/index.cfm?pageid=3339>.

### FROI Links

**FROI Element Table**

**FROI Event Table**

While we plan to mimic the tables on the IAIABC website, there may be some differences between our state tables and the IAIABC. We will be posting the tables as soon as possible. The DWC is working with IAIABC to ensure time standards are adhered to in this implementation process. Once these tables are published, we will be posting a notice to our communication network to let everyone know that the tables are complete and can be referenced on our DWC web site.

### SROI Links

**SROI Element Table**

**SROI Event Table**

Kentucky is working with IAIABC to coordinate training sessions as well as a 'Stakeholder meeting' for all parties to provide feedback on their needs and requirements. More will be shared on this as plans develop.

Should you wish to be added to the Kentucky Department of Workers' Claims communication network, you may send an email to [Brenda.Majcher@ky.gov](mailto:Brenda.Majcher@ky.gov) and you will be added to the listing.

## General Information

### **Submission of Accurate Data**

It is imperative that the correct address information be provided for the injured/deceased worker as this information is used in sending the statute of limitations letters. Every effort needs to be made in submitting (02) Change transactions when the injured worker's address changes. The address on the letter generated by DWC, informing the injured worker of his statutory rights, is populated with data provided in the original FROI transaction. If an (02) FROI Change transaction is submitted indicating a change of address, then statute letters generated after the (02) has been accepted will be populated with the updated address information. Previously when a statute letter was returned as undeliverable to DWC, the Carrier was contacted to determine if a change had occurred. However, as of April 4, 2010, the EDI staff no longer contacts the Carrier for this information. It is very important for the Carrier to provide the (02) Change transaction as soon as they become aware of a new address to avoid the possibility of an injured worker not being informed of his statutory rights due to inaccurate information provided on the EDI transactions. This scenario poses a

potential risk of the statute continuing to run until the injured worker is notified. Please note that if a letter is returned that includes a forwarding address from the Postal Service, the letter will be mailed to that forwarding address.

On the same note, it is very important that the name, social security number and date of birth be accurate on the original FROI transactions. Previously if a discrepancy was discovered, the EDI staff would verify these discrepancies through the Social Security Administration and notify the Carrier of the results of the verification so that the appropriate EDI transactions could be submitted. **As of June 1, 2010, the EDI staff will no longer validate this information with the Social Security Administration.** If you suspect data in any of these fields may be in question, information should be validated by the injured worker, employer or the Social Security Administration (at [www.ssa.gov](http://www.ssa.gov)) prior to submitting the report.

### **Emails**

In an attempt to avoid potential security risks, when transmitting sensitive and confidential information via email, please send an encrypted Word document or refrain from including the sensitive information in your email. You may elect to provide the last four digits of an individual's SSN or the Jurisdiction Claim number if known. Otherwise, please contact the EDI Section directly at (502) 782-4416.

### **Audit Process**

The below information has been provided multiple times in previous EDI Newsletters, however it is being provided again due to recent inquiries regarding this process.

As of 1-16-09, electronically transmitted records are no longer modified when errors are discovered. Several key fields continue to be examined by the staff and either rejected or accepted based on the data that is transmitted. If a FROI is found to contain an error, it is rejected and must be resubmitted. Acknowledgements on rejected records contain pertinent information in the free form text field that explains why the record was rejected. Please pay close attention to this area as it will assist you in making adjustments necessary to resubmit your transaction. As a result of this modification in the way the records are audited, a TE acknowledgement is no longer sent and therefore a CO is only expected for legacy TE acknowledgements (prior to 1-16-09).

On May 13, 2009, additional procedures were implemented on how electronically transmitted records are processed by DWC staff. As a result, the total number of manually rejected records has decreased dramatically. Records are no longer manually rejected based on the comparison of key field data to the accident description. Some manual rejections continue to occur, but those are few in number and are done when inaccurate/invalid data is provided in a field that is not caught upfront and automatically rejected. Records containing invalid Industry Codes (SIC) will be rejected.

Data quality continues to be monitored, however now the records are checked after they are accepted. If it is determined that erroneous data is being submitted or an unusually large number of errors is suspected during the data quality check, the Carrier or TPA will be notified and asked to check the discrepancies in question.

### **Accident Description Field (DN0038)**

Although it has previously been acceptable to include additional text in the Accident Description field when submitting certain transactions such as an (01) Cancellation to explain the circumstances necessitating the cancellation, **effective June 15, 2010** we will no longer offer the use of this field for any purpose other than to provide the accident description, thus adhering to the standard usage rules of the Accident Description field set by the IAIABC.

# Permanent Partial Disability Classification

Although the DWC accepts both lost and no lost time reports, it does not require a first report to be filed if the injured worker misses less than one full day of work. Recently a question was raised as to whether a no lost time report would be expected with a classification of "Permanent Partial Disability" in which the injured worker was paid a lump sum. This classification reflects a 'permanent' disability, thus extending beyond 60 days. KRS 342.038 (4) and (5) states:

'Every employer or insurer subject to this chapter shall file additional reports covering specifically voluntary payments and **settlements**, and any other reports required by the executive director by administrative regulations for the determination of the promptness of voluntary payment and the validity and fairness of agreements. In addition the executive director may require additional information as may be necessary to comply with a federal statute or regulation or any state statute.' (5) 'Upon termination of the disability of the injured employee, **or if the disability extends beyond a period of sixty (60) days**, then also at the expiration of that period, the employer shall make a supplementary report to the executive director.....'

Directions on how to file a "No Lost Time" FROI are as follows:

File an original First Report of Injury, excluding the "Date Returned to Work". Providing the report meets all remaining edits, it will be accepted. Once the FROI is accepted, you may then file the necessary subsequent reports using the Jurisdiction Claim Number assigned to the Original. Once the Original has been filed, DWC will need for the trading partner to file a Change Report (02) showing the return-to-work date. (Filing "no lost time" claims is not necessary under normal circumstances. The scenario above is unique, and requires the filing of a "no lost time" claim to report partial payment. If you have a no lost time claim, and there are no mitigating circumstances that require further filings of other types of reports, then do not file them.)

## DWC Contact Information

**Information Systems Supervisor – Contact: Jeremy King (502) 782-4415**

**EDI Administrator – Contact: Cam Lawson (502) 782-4486**

**FROI/SROI – Contact: Sharon Anderson (502) 782-4416**

**POC – Contact: Joe Peters (502) 782-4448**

**Records Branch Manager - Contact: Sheila Shouse (502) 782-4483**